



# DARKNESS TO DAYLIGHT CHALLENGE

## Registration guide – Team Captain

To register your team (with yourself as team captain) please follow these steps

1. Go to [www.darknesstodaylight.org](http://www.darknesstodaylight.org)
2. Select the register button
3. Select the team option
4. Select create a team (please ensure no one else has created your team already)
5. Select pre paid option to pay by credit card
6. Select how many will be in your team
7. Create your personal account
8. Fill in your personal details

Every step counts, lets do this!

EVERY STEP COUNTS



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9. Next you will be required to create your team. this is the perfect opportunity to customize your teams page. Don;t forget to include your logo and change the text to suit your business needs
10. Select your shirt size. Shirts are unisex sizing and this is what will be in your personal participant pack
11. A great way to kickstart your teams fundraising is to make the first donation. This will be added in the payment section, however your unique promo code will not cover payment of this
12. Now it is time to finalise your registration with payment. Please use the unique code sent to you by our team to ensure the payment field is \$0
13. You will be emailed a receipt along with a unique code for your team members to use at the payment section to ensure they do not need to pay.

**Every step counts, lets do this!**